

**BY ORDER OF THE COMMANDER
AIR FORCE MATERIEL COMMAND**



AIR FORCE INSTRUCTION 36-2848

AIR FORCE MATERIAL COMMAND

Supplement 1

11 MARCH 1999

Personnel

**AIR FORCE SECURITY FORCES AWARDS
PROGRAM**

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OPR: HQ AFMC/SFX (Stephen F. Wassenich)	Certified by: HQ AFMC/SFX (Francis L. Cooper)
Supersedes AFI 36-2848/AFMC Sup 1,	Pages: 2
1 February 1995.	Distribution: F

This supplement implements AFI 36-2848, Air Force Security Forces Awards Program. It explains how to submit nominations, selection criteria, and awards presentation. It expands on the guidance in the AFI, applies to all organizations within AFMC, and delineates specific responsibilities.

SUMMARY OF REVISIONS

This supplement eliminates the AFMC Outstanding Security Manager award, updates office symbols and titles, changes suspense dates, clarifies endorsement policy, and allows electronic submittal of backup nomination packages.

AFI 36-2848, 1 October 1998, is supplemented as follows:

1. All AFMC centers ensure eligible security forces units and individuals, military and civilian, have the opportunity to compete for awards in their respective categories. Nominations for unit awards are limited to Security Forces Squadrons. See para 7.5, AFMC Nominations, for eligibility for individual award nominations.
3. Send nomination packages for both unit and individual awards to HQ AFMC/SFXR, 4225 Logistics Avenue, Bldg 266, Rm N208, Wright-Patterson AFB OH 45433-5760. Nominations for unit awards must arrive no later than close of business (COB) 1 November following the reporting period; nominations for individual awards must arrive no later than COB 15 January following the reporting period. Include all required local endorsements and draft recommended endorsements for the AFMC Commander for unit awards and the AFMC Director, Security Forces, for individual awards. Submit a backup nomination package with your signed copy, either on floppy disk or via electronic file transfer. Use Air Force-standard office software to prepare the nominations.

7.5. AFMC Nominations. Each AFMC security forces unit and acquisition security office may nominate one individual annually in each category for which they have eligible nominees. Directorates or units other than security forces units that employ people with security AFSCs will route nominations through the appropriate security forces unit or acquisition security office. Contractor personnel are not eligible for awards.

16.1. (Added) AFMC nominees for unit awards submitted for Air Force-level competition are announced by 1 January of the year following the competition year. Individual award nominees are announced by 1 March.

17.1. Individuals selected to represent AFMC in each category at the Air Force-level competition receive AFMC plaques and a letter of congratulations from HQ AFMC/CC/CV.

17.2. Units selected to represent AFMC in each category at the Air Force-level competition receive AFMC plaques for permanent display and possession of HQ AFMC/SF perpetual/traveling trophies for display at their unit until selection of the following year's winning units. Annual winners are identified permanently on metal plates attached to each trophy.

Attachment 2, Part III. If desired, center commander endorsement substitutes for installation commander endorsement. Do not include additional center commander endorsement.

Attachment 2, Nomination Packages. Label the front of the folder with the individual's name, unit designation and award for which he/she has been nominated.

Attachment 3, Part VI. If desired, center commander endorsement substitutes for installation commander endorsement. Do not include additional center commander endorsement.

Attachment 3, Part VI, Note. Label the front of each folder with the unit designation and award for which the unit has been nominated.

DAVID R. BEECROFT, Colonel, USAF
Director, Security Forces